TOWN OF WEST BROOKFIELD
ADVISORY COMMITTEE
MINUTES
March 3, 2010

Present:  Al Collings   Gordon DeWolf, Conservation
Tom Schnare    David Eisenthal, Selectman
Phil Landine   Melvin Dorman, Board of Health
Roy Roberts   John Frizzell, Board of Health
Jack Tivnan   Sarah Allen, Town Clerk
Diane Vayda
Nicole Vongratsamy

The meeting was called to order at 6:35 p.m. in the Conservation Office because the Lower Level Meeting Room was in use. Reviewed Town Owned Properties. The meeting was then moved to the Lower Level Meeting Room at 6:45 p.m.

Jack Tivnan made a motion to approve the minutes of February 24, 2010 as presented. Roy Roberts seconded the motion. Voted 6 in favor and 2 abstained.

Fire Department Update:  Al Collings said the minimum needed for turnout gear was $12,000.00. This will be an Article and hereafter will be put as a line item in the Fire Department’s operating budget. One complete set including a helmet cost $3,500.00. The truck engine and transmission is on a five-year warranty and is being repaired.

Budget #11 Conservation Commission and Stormwater:  Gordon DeWolf was present to answer questions. Some of the Conservation Commission salary will not be spent this year. Gordon DeWolf gave an update on the completed 319 Grant on Wickaboag Valley Road at the north end of the lake and how we had used $10,000.00 to start the engineering plans and get information in hand to apply for the grant. The system is working well and there has been no sand on the ice this year. There will be a plan for regular cleaning of the system. Now that this project is completed, the Stormwater Authority would like to mechanically dredge the two ponds beside the Town Beach. The Town owns one pond next to the lake and the other pond belongs to Dave Callahn who is in favor of having the pond cleaned out. Jack Tivnan asked if they drained into one another. Gordon DeWolf said yes they did by way of a culvert under the road. An Article in the amount of $10,000.00 would go toward engineering this site to be able to apply for another grant.

Budget #37:  John Frizzell and Melvin Dorman were present to answer questions. Jack Tivnan asked if the line item Title 5 and Health Agent is for both. The answer is yes. It was noted that this was lower this year. John Frizzell said that when the economy goes sour tenants come in with tenant/landlord disputes and this line item pays fees for inspections and sometimes attorney fees. They are seeing several of these at this point. This takes Title 5 money, is unforeseen and has no offsets.
Budget #35 Landfill: Melvin Dorman and John Frizzell were present to answer questions. Melvin Dorman said that last year they put out an RFP for medial work that DEP had ordered. The RFPs came in much higher than the $15,000.00 that they had thought so the project was tabled and the bids were cancelled. Since then the Highway Department has expressed an interest in doing the work. This would cost less money than a private contractor. We are now negotiating with the Highway Department and have not spent the money.

Budget #45: Lake Wickaboag: The budget is level funded. They have an RFP out for weed control. Jack Tivnan said you are using fewer chemicals now. John Frizzell replied that all depends upon the year.

Budget #9 Town Clerk and Budget #10 Elections and Registrations: Sarah Allen was present to answer questions. Al Collings asked why the Assistant Town Clerk’s hours had doubled. She stated that there is more work and now we have to mail all employees, board members and new hires the ethics law literature and in turn they have to turn in a mandatory test, which has to be kept on file for six years. The Town Clerk’s office is now in charge of the marijuana money that comes in and this involves paperwork as well. Another new state requirement is providing the public a message board outside the Town Hall which will require not only meeting notices but also their agendas and these must be filed and kept. Al Collings asked how she would pay for the message board and Sarah Allen said she has some money that has been reimbursed from the State for elections. It is a special account. The Advisory Committee said they had not seen this account and it has not showed up in her budget. They will check with Marie Arsenault, Al Collings stated that 500 hours was a lot of hours and how did she determine this number. Sarah Allen stated that this was the number of hours that she is open. Sarah Allen left the room and returned with a paper entitled Polling Hours Cash Receipts. Al Collings will look into it.

Al Collings asked about issues with remaining budgets. He said the Library will return on March 24, 2010. He is hopeful to schedule the Highway on March 17, 2010. The Police will be scheduled when the contracts are completed. Al reminded the Committee of the meeting with the Selectmen, School Committee, Advisory Committee of Warren and West Brookfield at the Quaboag Regional High School Library on Monday, March 8, 2010 at 6:30 p.m. Bred Kustigan will get a package together and get it to us beforehand. Tom Schnare stated he will be unable to attend the meeting. Al Collings asked the secretary to have the Tax Collector/Parking Clerk come to the March 17, 2010 meeting at 6:45 p.m. Tom Schnare said the Building Inspector does not show any actual expenses on his budget. His mileage is down some. Al Collings will get more information. Al
Collings said he is updating the Fleet Account. Jack Tivnan wants to know when we will get the Auditor’s Report. The Water Department will be in next week. They have $53,190.00 in surplus balance.

Jack Tivnan made a motion to adjourn the meeting. Seconded by Roy Roberts. Voted 7-0 to adjourn the meeting. The meeting was adjourned at 7:53 p.m.

The next meeting will be March 10, 2010.

Respectfully submitted,

Christine M. Long
Secretary